

**SIEC Advisory Working (SAW) Group Minutes
February 4, 2004**

- Meeting minutes from the January 13, 2004 and January 21, 2004 SAW Group meetings were approved with modifications.
- Initial discussion occurred regarding the Planning Group's request for assistance from the SAW group in focusing their efforts regarding the Interim Plan. Concern was expressed regarding the scope of the Interim Plan and its short time line. The discussion resulted in the consensus that:
 - The Interim Plan is a 'Stop Gap' document whose components may be limited to the life span of the Interim Plan.
 - It is expected where possible, the components will be applicable and incorporated within the long-term or Final Plan due December 31, 2004.
- Scott Bream presented a draft of the Executive Overview for the Interim Plan. The overview was discussed at length and discussions will continue at the next SAW Group meeting.
- The SAW group then focused on three sections of the Interim Draft outline.
 - Section III, Concept of Operations and General Introduction
 - Section IV, Administration and Logistics
 - Section V, Governance and Accountability

Comments were made and taken as part of the draft document that was distributed at the SAW Group Meeting. Additional comments and discussions will continue at the next regularly scheduled meeting.

- The next SIEC SAW Group meeting is scheduled for February 18, 2004, at DIS from 1:30 PM to 3:00 PM.

Members present:

Guy Cranor, Office of State Procurement, General Administration
Kit Eldredge, M/A – Com
Jose Zuniga, Department of Corrections
Alan Hull, Washington State Department of Transportation
Sgt. John McIntosh, Washington Department of Fish and Wildlife
Lori Bame, Legislative Evaluation Accountability Program
Curt Kyle, Washington State Emergency Management Division
Jim Broman, Fire Chief of Lacey Washington Fire Chief's Association
Clark Palmer, Washington State Patrol
Scott Bream, Department of Information Services
Brenda Hilzer, Washington State Patrol